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Assistant Executive Director

11 April 1947

Chief, ICAPS

Functions of the Documents Branch, Office of Operations

1. Attached is memorandum expanding the functions of the Documents Branch, Office of Operations, to include processing of current foreign periodicals other than the daily press. It is believed that the memorandum is sufficiently restrictive to insure that the current requirements of the Documents Branch will not be neglected.

2. This expansion of functions is recommended at this time in order to --

a. Provide an additional service which will be useful to other intelligence agencies as well as CIC.

b. Assure certain experienced and expert personnel of Documents Branch that their current concern as to the possible loss of their jobs when processing documents has exhausted the available field is unwarranted. This will save us needed personnel who may otherwise look for other jobs.

3. Recommend signature and dispatch.

DONALD EDGAR

Attachment

Memo re functions of
Documents Br, O/O

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